



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

A.Y. 2024/2025  
SCUOLA DI INGEGNERIA

## CALL FOR ADMISSION

*Degree programme with a **limited number of places, taught in English:***

## INFORMATION ENGINEERING

*Selection for EU citizens or equivalent with a qualification obtained in Italy or abroad*



table of  
contents



deadlines

## SUMMARY OF DEADLINES FOR THE YEAR 2024

	FIRST SELECTION PROCESS	SECOND SELECTION PROCESS	THIRD SELECTION PROCESS
TAKE THE ENGLISH TOLC - I	From <b>1 March 2023</b> to <b>24 April 2024</b>	From <b>1 March 2023</b> to <b>19 July 2024</b>	From <b>1 March 2023</b> to <b>6 September 2024</b>
PRE-ENROLMENT	From <b>5 March</b> to 12 noon on <b>24 April</b>	From <b>3 June</b> to 12 noon on <b>19 July</b>	From <b>8 August</b> to 12 noon on <b>6 September</b>
UPLOAD LANGUAGE DOCUMENTATION	By 31 <sup>st</sup> July	By the <b>deadline for the assignment</b> in which candidates have been admitted	By the <b>deadline for the assignment</b> in which candidates have been admitted
RANKING LIST	<b>6 May</b> from 3 pm onwards	<b>29 July</b> from 3 pm onwards	<b>12 September</b> from 3 pm onwards
ENROLMENT	Complete enrolment from <b>7 May</b> to 12:00 noon on <b>16 May</b>	Complete enrolment from <b>30 July</b> to 12 noon on <b>5 August</b>	Complete enrolment from <b>13 September</b> to 12:00 noon on <b>16 September</b>
REASSIGNMENT 1	-	-	<b>Check on Uniweb on 18 September</b>
POST-REASSIGNMENT ENROLMENT	-	-	From <b>18 September</b> to 12 noon on <b>22 September</b>
REASSIGNMENT 2	-	-	<b>Check on Uniweb on 23 September</b>
POST-REASSIGNMENT ENROLMENT	-	-	From <b>23 September</b> to 12 noon on <b>27 September</b>

### You aren't among the admitted students?

CLEARING	Submit an application for clearing from <b>30 September</b> to 12 noon on <b>3 October</b>	
FIRST REASSIGNMENT	New ranking list <b>4 October</b>	Complete enrolment from <b>4 October</b> to 12:00 noon on <b>7 October</b>
SECOND REASSIGNMENT	Assignment through the ranking list <b>9 October</b>	Complete enrolment from <b>9 October</b> to 12:00 noon on <b>11 October</b>

table of  
contents



deadlines

**N.B.:** this document is the English translation of the Call for admission for Bachelor's degree "Information Engineering".

The Call for admission is available in Italian at [www.unipd.it/ammissioni-information-engineering](http://www.unipd.it/ammissioni-information-engineering). If there is any dispute regarding the interpretation of the two versions, the Italian version shall take precedence.

table of  
contents



deadlines

*NOTE: The table of contents is clickable and refers to the paragraphs in the text to make navigation easier. However, we recommend you to carefully read the entire call for admission.*

## TABLE OF CONTENTS

<b>SUMMARY OF DEADLINES FOR THE YEAR 2024</b> .....	<b>1</b>
<b>TABLE OF CONTENTS</b> .....	<b>3</b>
<b>1. GENERAL INFORMATION</b> .....	<b>4</b>
1.1 DEGREE PROGRAMME, VENUE AND PLACES AVAILABLE .....	4
1.2 ADMISSION REQUIREMENTS .....	4
1.3 ALLOCATION OF AVAILABLE PLACES AND CRITERIA TO DECIDE ON THE ADMISSION RANKING LIST .....	6
<b>2. SELECTION PROCESSES: DEADLINES AND TERMS TO BE MET</b> .....	<b>6</b>
2.1 FIRST SELECTION PROCESS .....	6
2.2 SECOND SELECTION PROCESS .....	8
2.3 THIRD SELECTION PROCESS .....	9
2.4 CLEARING THIRD SELECTION PROCESS .....	10
<b>3. ENGLISH TOLC-I TEST: TAKING THE TEST</b> .....	<b>11</b>
3.1 VALIDITY OF THE TOLC AND ACQUISITION OF RESULTS .....	11
3.2 REGISTRATION FOR THE TOLC TEST .....	12
3.3 REQUEST FOR A PERSONALISED TEST FOR CANDIDATES WITH A DISABILITY, IMPAIRMENT, OR SLD DIAGNOSIS .....	12
<b>4. REGISTRATION AND PRE-ENROLMENT ON THE UNIWEB PORTAL</b> .....	<b>14</b>
4.1 REGISTRATION ON THE UNIWEB PORTAL .....	14
4.2 PRE-ENROLMENT .....	14
<b>5. PROCEDURES FOR ENROLMENT, CHANGE OF COURSE, AND TRANSFER FROM ANOTHER UNIVERSITY</b> .....	<b>14</b>
5.1 PROCEDURES AND USEFUL LINKS .....	14
5.2 FEES AND BENEFITS .....	16
5.3 ADDITIONAL LEARNING REQUIREMENTS (OFA) .....	16
<b>6. STUDENTS IN POSSESSION OF A FOREIGN QUALIFICATION</b> .....	<b>17</b>
<b>7. PERSON RESPONSIBLE FOR THE PROCEDURE, PERSONAL DATA, NOTES, AND WARNINGS</b> .....	<b>18</b>
<b>APPENDIX 1 - RECOGNITION OF PRIOR CREDITS FOR CAREER SHORTENING</b> .....	<b>20</b>
RECOGNITION OF PREVIOUS EDUCATIONAL CREDITS .....	20
<b>APPENDIX 2 - LANGUAGE REQUIREMENT</b> .....	<b>21</b>



## 1. GENERAL INFORMATION

Selections are now open for admission to the degree programme in Information Engineering, academic year 2024/25<sup>1</sup>.

There are **three** scheduled selection processes for admission.

Its normal duration is 3 years and the Degree in Information Engineering is awarded at the end of the degree programme.

Information on ongoing course units and the Syllabus Regulation can be found at [didattica.unipd.it](http://didattica.unipd.it), by selecting “Scuola di Ingegneria” 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](http://www.unipd.it/contribuzione-benefici).

It is possible to apply for recognition of educational credits already acquired in previous university careers to access the degree programme with a shortened career. Recognition is achieved by submitting a special online application, as described at [www.unipd.it/riconoscimento-crediti-pregressi](http://www.unipd.it/riconoscimento-crediti-pregressi).

Information on how to access the degree programme for those who have obtained a resolution for recognition of their activities can be found [in Appendix 1](#) to this call for applications.

### 1.1 Degree programme, venue and places available

**In total**, the following places\* are available for entry to the first year of the degree programme in Information Engineering:

Degree Class Ministerial Decree 270/04	Degree Programme	Registered office	Places for EU citizens** or equivalent	Places for non-EU citizens residing abroad
L-8	Information Engineering	Padua	80	100***

\*The places shall be distributed over three selection processes as specified in [point 2](#) in this call for admission.

\*\* of the European Union

\*\*\*These places are awarded in specific selection processes; the procedures are set out in the call for admission, available at: [www.unipd.it/ammissioni-information-engineering](http://www.unipd.it/ammissioni-information-engineering).

### 1.2 Admission requirements

To be eligible, candidates<sup>2</sup> must meet the conditions in the following five points:

<sup>1</sup> 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 courses of study" 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.

<sup>2</sup>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.

table of  
contents



deadlines

- 1) hold an upper secondary school **certificate** obtained in Italy or abroad. For the first selection, it is possible to be registered in the last year of upper secondary school with the prospect of obtaining the qualification in the 2023/24 school year. The qualification data must be updated by the mandatory deadlines ([points 2.1, 2.2, 2.3](#)). In case of a foreign qualification recognised as eligible for entry to university education according to current legislation ([www.unipd.it/iscrizioni-studenti-internazionali](http://www.unipd.it/iscrizioni-studenti-internazionali)), it is necessary to follow the procedures set out in [point 6](#) of this call for applications;
- 2) be in possession of and have submitted the required **language documentation** as indicated in [Appendix 2](#), by July 31<sup>st</sup> 2024 (for first selection process – [point 2.1](#)) or by **the deadline for enrolment** in which they were admitted (for second and third selection processes – [point 2.2, 2.3](#));
- 3) **take part in at least one of the three selection processes** ([points 2.1, 2.2, 2.3](#)):
  - by taking a CISIA - Consortium of Inter-University Integrated Access Systems - **English TOLC-I** test ([point 3](#)) by the mandatory deadlines specified in the selection process they are taking part in. To take part in the **first two selection processes**, prospective students need a minimum score that is **higher than or equal to 24/50** (sum of the Mathematics, Logic, Sciences and Reading Comprehension sections);
  - and**
  - **by pre-enrolling** in the [www.uniweb.unipd.it](http://www.uniweb.unipd.it) portal ([point 4](#)) by the mandatory deadlines specified in the selection process they are taking part in. Students using a foreign qualification for admission to the degree programme must follow the procedure set out in [point 6](#).  
The order in which the pre-enrolment and TOLC test need to be completed is irrelevant for the purposes of entry, provided that both are completed by the specified deadlines;
- 4) **be admitted**: the ranking lists of those admitted and those not admitted and any assignments and clearing places will be published on the dates and pages set out for each selection process. Candidates who obtained a score lower than 24/50 are excluded from the ranking list in the first 2 selections;
- 5) **enrol** ([point 5](#)): admitted candidates must submit their application for enrolment, change of course, or transfer from another university by the specified mandatory deadlines for each selection process.

**N.B.:** the English **TOLC-I** tests taken during the calendar year **2023** shall only be deemed valid if they are passed with a **score** that is higher than or equal to **24/50**. The checks will be carried out automatically, even after enrolment; failure to comply with the requirement will result in the forfeiture of the right to enrolment.

table of  
contents



deadlines

### 1.3 Allocation of available places and criteria to decide on the admission ranking list

The available places are distributed between the three selection processes as follows:

Degree Programme	Places available for EU citizens or equivalent		
	First selection process March-April	Second selection process June-July	Third selection process September
Information Engineering	30	30	20 + any places remained vacant in the previous selection processes

**Only eligible candidates will be included** in the ranking lists, drawn up based on the test scores, i.e. those who have **pre-enrolled** ([point 4](#)), who have taken an **English TOLC-I test** by the scheduled deadlines and who, for the first **two selections**, have obtained a score **higher than or equal to 24/50** (sum of the Mathematics, Logic, Sciences and Reading Comprehension sections).

**N.B.:** the **English TOLC-I** tests taken during the calendar year **2023** shall only be deemed valid - including for the third selection - if they are passed with a **score** that is higher than or equal to **24/50**.

In the event that more than one **English TOLC-I** test has been taken, the English TOLC-I test with the **best score** out of those taken by the specified deadlines for the relevant selection process, will be considered for inclusion in the ranking list.

**In the event of a tie**, precedence will be given to the candidate who has achieved a higher score in the Mathematics section and, sequentially, in the sections on Logic, Reading Comprehension and Sciences; in the event of a further tie, the younger candidate will take precedence.

## 2. SELECTION PROCESSES: DEADLINES AND TERMS TO BE MET

To participate in the selection processes, candidates must take the CISIA - Consortium of Inter-University Integrated Access Systems English TOLC-I test; the structure of the test and the knowledge required (Syllabus) are available at [www.cisiaonline.it/area-tematica-english-tolc-ingegneria/structure-and-syllabus/](http://www.cisiaonline.it/area-tematica-english-tolc-ingegneria/structure-and-syllabus/) The procedures for booking the test are available at [point 3](#).

The following points contain the deadlines and procedures to be followed for each selection process.

### 2.1 First selection process

Candidates not yet in possession of the qualification can participate in the selection process with the obligation to update their grades and date of obtaining their qualification in their own Uniweb personal area **by 31 July 2024**.

table of  
contents



deadlines

Enrolment is conditional on obtaining an upper secondary school diploma. Any extensions must be applied for by email to [immatricolazioni.studenti@unipd.it](mailto:immatricolazioni.studenti@unipd.it) by 31 July 2024.

To participate in the first selection process and enrol, candidates need to:

1. **have taken at least an English TOLC-I test** ([point 3](#)) in the period from **1 January 2023** to **24 April 2024**, obtaining a score that is higher than or equal to **24/50**.
2. **pre-enrol** ([point 4](#)) from **5 March (15:00) to 24 April 2024 (12 noon)**. After 24 April, the candidate's best score out of the English TOLC-I tests taken during the period is **automatically** acquired;
3. **submit the required language documentation** ([Appendix 2](#)) in the "Valutazione Titoli" (Qualification Assessment) section during the pre-enrolment procedure, by **31<sup>st</sup> July 2024**;
4. **be admitted**: the ranking list of those admitted<sup>3</sup> and of those that are eligible but not admitted<sup>4</sup> will be published on the dates and pages set out in the table below; this publication serves as official communication to the interested parties and also contains information about any assigned additional learning requirements ([point 5.3](#)). Anyone who gets a score below 24/50 will not be included in the admission ranking lists as they are not eligible;
5. **enrol**: admitted candidates must submit their application for enrolment, change of course, or transfer from another university ([point 5](#)) by the dates indicated in the table below:

Candidates with a foreign entry qualification may take part in this selection process by following the instructions in [point 6](#).

Publication of ranking*	Deadline for enrolment, change of course and transfer from another university
Ranking list: <b>06/05/2024</b> (from 15:00 onwards) at <a href="http://www.unipd.it/ammissioni-information-engineering">www.unipd.it/ammissioni-information-engineering</a>	<b>from 15:00 on 07/05/2024 to 12 noon on 16/05/2024</b>

\*No reassignments are planned for this selection process.

**N.B.:** candidates who do not submit the documents required for verification of the language requirement ([Appendix 2](#)) by the deadline for the assignment in which they have been admitted will lose their position as successful candidates and be removed from the ranking list.

**N.B.:** failing to comply with the deadlines, concurrently pay the first instalment and update the upper secondary school diploma details will constitute a waiver of the place, which will be offered again in subsequent selection processes.

<sup>3</sup> A candidate is admitted if he or she has a successful position in the ranking list, i.e. because he or she is placed within the number of available places.

<sup>4</sup> A candidate is eligible if he or she has taken the test and obtained a certain score, but has not been admitted, i.e. has not been successful, because he or she is not placed within the number of available places on the ranking list.



table of  
contents



deadlines

## 2.2 Second selection process

Candidates who were not admitted or were ineligible in the first selection process may also participate in the second selection process, but they will need to **pre-enrol again**.

Candidates not yet in possession of their qualification can participate in the selection process with the obligation to update their grades and date of obtaining their qualification in their own Uniweb personal area **by 31 July 2024**. Any relevant extensions must be applied for by email to [immatricolazioni.studenti@unipd.it](mailto:immatricolazioni.studenti@unipd.it) by 31 July 2024.

To participate in the second selection process and enrol, candidates need to:

1. **have taken at least an English TOLC-I test** ([point 3](#)) in the period from **1 March 2023** to **19 July 2024**, obtaining a score that is higher than or equal to **24/50**.
2. **pre-enrol** ([point 4](#)) from **3 June (15:00) to 19 July 2024 (12 noon)**. After 19 July, the candidate's best score out of the English TOLC-I tests taken during the period is automatically acquired;
3. **submit the required language documentation** ([Appendix 2](#)) in the “Valutazione Titoli” (Qualification Assessment) section during the pre-enrolment procedure, within the **deadline for the assignment** in which they have been admitted ([point 2](#));
4. **be admitted**: the rankings of the candidates who have been admitted and those who passed but have not been admitted will be published on the dates and on the pages indicated in the table below. The publication serves as official communication to the interested parties and also contains information about any assigned additional learning requirements ([point 5.3](#));
5. **enrol**: admitted candidates must apply for enrolment, change of course, or transfer from another university **by the dates set out in the table below** ([point 5](#)):

Publication of ranking*	Deadline for enrolment, change of course and transfer from another university
Ranking list: <b>29/07/2024</b> (from 15:00 onwards) at <a href="http://www.unipd.it/ammissioni-information-engineering">www.unipd.it/ammissioni-information-engineering</a>	<b>from 15:00 on 30/07/2024 to 12 noon on 05/08/2024</b>

\*No reassignments are planned for this selection process.

**N.B.:** candidates who do not submit the documents required for verification of the language requirement ([Appendix 2](#)) by the deadline for the assignment in which they have been admitted will lose their position as successful candidates and be removed from the ranking list.

**N.B.:** failing to comply with the deadlines, concurrently pay the first instalment and update the upper secondary school diploma details will constitute a waiver of the assignment, which will be offered again in the subsequent selection process.



### 2.3 Third selection process

Candidates who were not admitted or were ineligible in the previous selection processes may participate in the third selection process, but they will need to **pre-enrol again**.

The number of **places available** for the third selection process will be published on [www.unipd.it/ammissioni-information-engineering](http://www.unipd.it/ammissioni-information-engineering) on **05/08/2024**.

To participate in the third selection process and enrol, candidates need to:

1. **have taken at least an English TOLC-I test** ([point 3](#)) in the period from **1 March 2023 to 6 September 2024**; in this selection process, a **minimum score of 24/50** is **only** required for TOLC-I tests taken in **2023**;
2. **pre-enrol** ([point 4](#)) **from 8 August (15:00) to 6 September 2024 (12 noon)**. After 6 September, the candidate's best score out of the English TOLC-I tests taken during the period is automatically acquired;
3. **submit the required language documentation** ([Appendix 2](#)) in the “Valutazione Titoli” (Qualification Assessment) section during the pre-enrolment procedure, within the **deadline for the assignment** in which they have been admitted ([point 2](#));
4. **be admitted**: the ranking lists of those admitted and of those that are eligible but not admitted will be published on the dates and pages set out in the table below; this publication serves as official communication to the interested parties and also contains information about any assigned additional learning requirements ([point 5.3](#));
5. **enrol**: admitted candidates must apply for enrolment, change of course, or transfer from another university **by the dates set out in the table below** ([point 5](#)):

Rankings and reassignment publication	Deadline for enrolment, change of course and transfer from another university
Ranking list with indication of any additional learning requirements: <b>12/09/2024</b> (from 15:00 onwards) at <a href="http://www.unipd.it/ammissioni-information-engineering">www.unipd.it/ammissioni-information-engineering</a>	<b>from 3 pm on 13/09/2024 to 12 noon on 16/09/2024</b>
Second reassignment*: <b>18/9/2024</b> in the candidate's own Uniweb personal area or on the <a href="http://didattica.unipd.it/off/risultati/LT">didattica.unipd.it/off/risultati/LT</a> page, by selecting the degree programme of interest	<b>from 15:00 on 18/09/2024 to 12 noon on 22/09/2024</b>
Third reassignment*: <b>23/9/2024</b> in the candidate's own Uniweb personal area or on the <a href="http://didattica.unipd.it/off/risultati/LT">didattica.unipd.it/off/risultati/LT</a> page, by selecting the degree programme of interest	<b>from 15:00 on 23/09/2024 to 12 noon on 27/09/2024</b>

\* Reassignments are linked to the actual availability of places based on the breakdown shown in the table in [point 1.3](#).

**N.B.:** candidates who do not submit the documents required for verification of the language requirement ([Appendix 2](#)) by the deadline for the assignment in which they have been admitted will lose their position as successful candidates and be removed from the ranking list.



**N.B.:** failing to comply with the deadlines, concurrently pay the first instalment and update the upper secondary school diploma details will constitute a waiver of the place, which will be offered again in subsequent selection processes or reassignments.

## 2.4 Clearing Third selection process

The clearing process consists in the candidate stating an interest in being considered on occasion of further use of the list for admission to the degree programme of the next-ranking candidates.

Any vacant places will be published on the [www.unipd.it/ammissioni-information-engineering](http://www.unipd.it/ammissioni-information-engineering) page on **30/09/2024**.

Candidates who are in the ranking list for the **third selection process** ([point 2.3](#)) and whose position in the ranking list **has not been “cancelled”** can submit an application. A candidate's position will be "cancelled" when the conditions and deadlines for enrolment are not complied with.

The procedure will also be activated if all the places have been assigned, as the situation may vary upon subsequent assignments.

The application must be submitted **from 30/09/2024 and by 12:00 noon on 03/10/2024** through the candidate's own [Uniweb](#) personal area by clicking on *Teaching* → *Pre-enrolment with a limited number of places*.

**N.B.:** those who do not complete their clearing application by the scheduled dates will not be considered for post-clearing assignments.

The table below shows the dates for publication of reassignments with their respective **peremptory** deadlines for enrolment, change of course or transfer from another university. The procedures to submit an application are indicated in [point 5](#).

Publication of reassignments after clearing	Deadline for enrolment via web, change of course and transfer from another university
First post-clearing assignment: <b>4/10/2024</b> in the student's own Uniweb personal area or on the <a href="http://didattica.unipd.it/off/risultati/LT">didattica.unipd.it/off/risultati/LT</a> page, by selecting the degree programme of interest	<b>from 15:00 on 04/10/2024 to 12 noon on 07/10/2024</b>
Second post-clearing assignment*: <b>9/10/2024</b> in the student's own Uniweb personal area or on the <a href="http://didattica.unipd.it/off/risultati/LT">didattica.unipd.it/off/risultati/LT</a> page, by selecting the degree programme of interest	<b>from 15:00 on 09/10/2024 to 12 noon on 11/10/2024</b>

\* Reassignments are linked to the actual availability of places to be assigned on each individual course based on the breakdown shown in the table in [point 1.3](#).

**N.B.:** candidates who do not submit the documents required for verification of the language requirement ([Appendix 2](#)) by the deadline for the assignment in which they have been admitted will lose their position as successful candidates and be removed from the ranking list.

**N.B.:** failing to comply with the deadlines, concurrently pay the first instalment and update the upper secondary school diploma details will constitute a waiver of the place, which will be offered again in any subsequent selection processes or reassignments.

table of  
contents



deadlines

### 3. ENGLISH TOLC-I TEST: TAKING THE TEST

The English TOLC-I test is the test required for admission to the degree programme in Information Engineering.

It is delivered online on a platform provided by CISIA - Consortium of Inter-University Integrated Access Systems, a consortium of Italian universities.

#### 3.1 Validity of the TOLC and acquisition of results

To be valid for participation in the selection processes, the English TOLC-I test must:

- a) be taken **from 1 March 2023 and by the deadlines specified in the selection process the candidate is taking part in** ([points 2.1, 2.2, 2.3](#));
- b) have a score higher than or equal to the threshold for participating in the first two selection processes ([point 2.1, 2.2](#)).

**N.B.:** the English **TOLC-I** tests taken during the calendar year **2023** shall only be deemed valid if they are passed with a **score** that is higher than or equal to **24/50**. The checks will be carried out automatically, even after enrolment; failure to comply with the requirement will result in the forfeiture of the right to enrolment.

**Caution:** simply taking the English TOLC-I test is not a sufficient condition for admission to the degree programme, 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 in 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](#).

Prospective students can both take part in multiple selection processes by taking just one English TOLC-I test and take part in one or more selection processes by taking multiple English TOLC-I tests. In the event that more than one English TOLC-I test has been taken, the English TOLC-I test with the **best score out of those taken by the specified deadlines** for the relevant selection process, will be considered for inclusion in the ranking list ([points 2.1, 2.2, 2.3](#)).

The score is acquired through one’s **tax identification number**, which must be identical on both the **Uniw eb** portal ([point 4.1](#)) and the **CISIA** portal.

table of  
contents



deadlines

The final update of the TOLC test results is acquired automatically at the latest 3 working days after the closing of pre-enrolments: any reports of **non-acquisition** of results will be taken into account **after** this timeframe **and before** the publication of the ranking list for the selection process the candidate is taking part in.

Reports should be sent to: [immatricolazioni.studenti@unipd.it](mailto:immatricolazioni.studenti@unipd.it)

*For example, for the first selection process, pre-enrolments close on 24 April and the ranking list is published on 6 May; candidates are asked to report any failed updating of their scores, in the personal area of Uniweb, via the indicated email address, on 29 and 30 April.*

Students enrolled in the 4<sup>th</sup> year of upper secondary school can also take an English TOLC-I test in the sessions scheduled for 2024 and may, if necessary, use it to participate in the selection processes 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.

### 3.2 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/](http://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 that candidates book their place well in advance to meet the deadline set in this call for applications ([points 2.1, 2.2, 2.3](#)).

**Registration** for the TOLC admission test:

[https://tolc.cisiaonline.it/studenti\\_tolc/user\\_test\\_tolc.php](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](http://www.cisiaonline.it/area-tematica-tolc-cisia/home-tolc-generale)

**Dates and venues** for delivery of TOLC tests:

[tolc.cisiaonline.it/calendario.php](http://tolc.cisiaonline.it/calendario.php)

TOLC Students and TOLC@CASA Students **Regulations**:

[www.cisiaonline.it/area-tematica-tolc-cisia/regolamenti/](http://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](http://helpdesk.cisiaonline.it)

### 3.3 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:

table of  
contents



deadlines

- **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 [inclusionestudenti@unipd.it](mailto:inclusionestudenti@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](http://www.unipd.it/accoglienza-prove-ingresso).

table of  
contents



deadlines

## 4. REGISTRATION AND PRE-ENROLMENT ON THE UNIWEB PORTAL

The pre-enrolment application can be completed by logging into the [www.uniweb.unipd.it](http://www.uniweb.unipd.it) portal

by the deadlines specified in the selection process the student is taking part in ([points 2.1, 2.2, 2.3](#))

### 4.1 Registration on the Uniweb portal

If you are logging into Uniweb for the first time, you must create a new user by clicking on [www.uniweb.unipd.it](http://www.uniweb.unipd.it) and on the → *Registration Menu* (if you already have a Uniweb profile but you have problems logging into it, follow the procedure on the [www.unipd.it/credenciales-uniweb](http://www.unipd.it/credenciales-uniweb) page). At the end of the registration process, you will receive an email with your username and activation code to log in to [uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a](http://uniweb.unipd.it/password/index.php/it/utenti/identifica/azione/a), where you 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](http://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](http://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.

### 4.2 Pre-enrolment

To pre-enrol, you must log into [www.uniweb.unipd.it](http://www.uniweb.unipd.it) and click on the items *Home* → *Admission test* → *Pre-enrolment for limited-place courses* → *First cycle degree* → *Information Engineering - First/Second/Third selection process*.

Candidates must upload the required **language documentation** as indicated in [Appendix 2](#) to the appropriate section for attachments.

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

## 5. PROCEDURES FOR ENROLMENT, CHANGE OF COURSE, AND TRANSFER FROM ANOTHER UNIVERSITY

### 5.1 Procedures and useful links

In order to enrol, to change course or to transfer from another University, it is necessary to:

- **have pre-enrolled** ([point 4](#)) by the deadline specified in the **selection process** the student is taking part in ([points 2.1, 2.2, 2.3](#));

table of  
contents



deadlines

- **have taken the English TOLC-I test** ([point 3](#)) by the deadline specified in the selection process the student is taking part in ([points 2.1](#), [2.2](#), [2.3](#)) and **have been admitted** to the ranking lists in order of merit or to subsequent reassignments;
- **have submitted the required language documentation** in the “Valutazione Titoli” (Qualification Assessment) section during the pre-enrolment procedure, as indicated in [Appendix 2](#);

The application to enrol, change course or transfer from another university must be submitted:

**on the dates specified in the selection process the student is taking part in** ([points 2.1](#), [2.2](#), [2.3](#)).

Registration procedures for standard enrolment, change of course and transfer from another university can be found in the following documents:

- for the first and second selections ([point 2.1](#), [2.2](#)): [www.unipd.it/node/85792](http://www.unipd.it/node/85792);
- for the third selection ([point 2.3](#)): [www.unipd.it/node/59918](http://www.unipd.it/node/59918).

Candidates are reminded that **enrolment is conditional on obtaining the upper secondary school qualification**: those not yet in possession of the qualification can participate in the first selection process with the obligation to update their grades and date of obtaining their qualification in their own Uniweb personal area **by 31 July 2024**.

**N.B.:** candidates who do not submit the documents required for **verification of the language requirement** ([Appendix 2](#)) by the deadline for the assignment in which they have been admitted will lose their position as successful candidates and be removed from the ranking list.

**N.B.:** failing to comply with the deadlines and terms of the set out procedures, concurrently pay the first instalment and update the upper secondary school diploma details will constitute a waiver of the place, which will be offered again in subsequent selection processes or reassignments.

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](http://www.unipd.it/immatricolazioni) and [www.unipd.it/callcentre](http://www.unipd.it/callcentre)



table of  
contents



deadlines

## 5.2 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<sup>5</sup> 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](http://www.unipd.it/contribuzione-benefici)

**Contacts and assistance:**

[benefici.studenti@unipd.it](mailto:benefici.studenti@unipd.it)

## 5.3 Additional learning requirements (OFA)

The *OFA* is an additional learning requirement that is placed in the student record book of enrolled students who have not achieved the minimum required score in the admission test.

An additional learning requirement will be attributed for the degree programme in Information Engineering, if the score in the English TOLC-I test is less than **24/50** (sum of the Mathematics, Logic, Sciences and Reading Comprehension sections).

### I HAVE AN ADDITIONAL LEARNING REQUIREMENT. HOW DO I CATCH UP ON IT?

To catch up an additional learning requirement, you **need to pass the OFA\_Matematica test (English version)** in one of the 4 available test sessions. The catch-up test, run by Cisia, will be based on 20 questions in basic mathematics; the OFA will be met with scores greater than or equal to 8. Only students who are already enrolled can take part in the test.

The registration procedure and the test dates will be announced on the website of the Scuola di Ingegneria on the [www.ingegneria.unipd.it](http://www.ingegneria.unipd.it) page.

**N.B.:** fulfilling the additional learning requirement in Mathematics will be a condition for taking the Calculus 1 and Linear Algebra exams.

If a student fails to catch up on an assigned additional learning requirement within the test sessions for the academic year 2024/25, they **will not be able to continue their studies in the same or another similar degree programme**, but may ask to be admitted to another **degree programme**, in compliance with the procedures laid down in the relevant Syllabus Regulation.

<sup>5</sup> The amount may vary according to regional provisions.



## 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](http://www.mur.gov.it/it) - Università - Mobilità internazionale - Studenti in entrata internazionali - Studenti stranieri, 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](mailto:international.admission@unipd.it).

The procedure applies to EU and equivalent candidates and non-EU candidates resident in Italy. Places reserved for non-EU candidates residing abroad are awarded in specific selection processes. The relevant procedures are set out in the call for admission, available at: <https://www.unipd.it/avvisi-ammissione-lauree-triennali-inglese>.

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 d.lgs (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 the **entry test** through the [www.cisiaonline.it/](http://www.cisiaonline.it/) portal according to the methods and times set out in this call for applications ([point 3](#));
2. **pre-enrol** in the [www.uniweb.unipd.it/](http://www.uniweb.unipd.it/) portal according to the methods and times set out in this call for applications ([point 4](#));
3. upload the **documentation necessary to check their foreign entrance qualification** and for the possible inclusion of their upper secondary school final mark in the ranking lists via the portal [apply.unipd.it/](http://apply.unipd.it/) according to the procedures specified on the [www.unipd.it/studiare-italiano-come-fare-domanda](http://www.unipd.it/studiare-italiano-come-fare-domanda) page. The application must be sent **from 02/06/2024 and no later than 12 noon - local time - (GMT + 1) on 06/09/2024**.

To finalise their enrolment, admitted candidates are required to:

1. submit the **application for online enrolment** in the [www.uniweb.unipd.it](http://www.uniweb.unipd.it) portal and pay the first instalment according to the procedures and terms indicated in this call for applications ([point 5](#));
2. obtain the **upper secondary school diploma** according to the procedures and by the deadlines indicated in this call for applications. 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 that will be indicated at [www.unipd.it/studiare-italiano-immatricolarsi](http://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.

table of  
contents



deadlines

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](http://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](http://www.unipd.it/contemporanea-iscrizione)
5. Personal data provided by candidates, collected for the purposes set out in this call for admission, 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](http://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/](http://www.cisiaonline.it/area-tematica-tolc-cisia/regolamenti/) page.

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

Any changes or additions to the content of this call for applications will be:

- published in the official register of the University;
- announced on the University's web pages, at [www.unipd.it/avvisi-ammissione-corsi](http://www.unipd.it/avvisi-ammissione-corsi)

table of  
contents



deadlines

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

Padua, 15/02/2024

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

[table of  
contents](#)[deadlines](#)

## APPENDIX 1 - RECOGNITION OF PRIOR CREDITS FOR CAREER SHORTENING

### Recognition of previous educational credits

For recognition of the educational credits you have already acquired and to have your university career shortened, you need to submit a prior credit assessment application (roughly between June and the first half of July). Procedures and deadlines are published by June at <https://www.unipd.it/riconoscimento-crediti-pregressi>. The Assessment Committee prepares a resolution containing the list of educational activities/recognised credits and/or integrations. Candidates can only be admitted to the first year, as Information Engineering is a newly activated degree programme. Therefore, candidates must take part in the selection processes as indicated in [point 1.2](#), **without any difference** from those who have not applied for credit recognition.

Candidates who wish to apply for credit recognition can participate in the first and second selection processes to ensure entry in the first year, even if these take place before making an application for credit recognition; in the event of admission, the recognition provided on the basis of a resolution will be validated and included in the career after enrolment.

For further information on the procedures for having learning activities recognised, as well as for any clarifications on resolutions received, students should contact the back office of their degree programme: [www.unipd.it/backoffice-carriere-studenti](http://www.unipd.it/backoffice-carriere-studenti) - [scienze.studenti@unipd.it](mailto:scienze.studenti@unipd.it).

table of  
contents



deadlines

## APPENDIX 2 - Language Requirement

For admission to the degree programme students must have and demonstrate a knowledge of the English language of level B2 or higher (CEFR).

The requirement can be met in one of the following ways:

- by holding a certificate of **English language** knowledge of at least **level B2** (CEFR). The list of accepted certificates, the relative minimum scores required and exemptions is available at [www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo](http://www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo).

*Checking procedure:* upload the certificate within the procedure. Those who have taken the test and have not yet received their certificate may submit their “statement of results”, showing they have completed the test and the relevant score;

- only for candidates with a qualification obtained in Italy, passing the **TAL B2 reading and listening test** provided by the CLA (University Language Centre) of the University of **Padua** (information on dates and registration procedures for the test will be available at <https://cla.unipd.it/test-linguistici/iscrizioni-tal/> )

*Checking procedure:* upload the certificate or a self-declaration indicating when the TAL test was taken;

- Possession of a qualification obtained as a result of attending a degree programme delivered entirely in English.

*Checking procedure:* upload documentation certifying that the degree programme is delivered **entirely** in English (it is not enough to have completed part of the degree programme abroad);

- Exemption for native English speakers.

*Checking procedure:* upload a passport or other ID with the indication of citizenship in one of the states listed at [www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo](http://www.unipd.it/requisito-linguistico-ammissione-corsi-studio-ateneo)

The language requirement must be met and the documentation must be submitted by July 31<sup>st</sup> 2024 (for first selection process – point [2.1](#)) or by **the deadline for enrolment** in which they were admitted (for second and third selection processes – point [2.2](#), [2.3](#)). The documentation must be uploaded to the “Valutazione Titoli” (Qualification Assessment) section during the pre-enrolment procedure ([point 4](#)) or by returning to your application at a later time. In this case, click on the *Home* → *Admission test* select the pre-enrolment in Information Engineering and click on the “Edit qualifications” button.