PRE-ENROLMENT APPLICATION ON UNIVERSITALY

Visit the Pre-Enrollment and Visa Application webpage for all relevant information. After submitting your pre-enrollment application, university staff will review the applications received through the Universitaly portal to indicate the final outcome of the pre-evaluation process, specifying whether they have been accepted or conditionally accepted.

How to send the pre-enrolment application on Universitaly

Register to the portal on this webpage https://www.universitaly.it/index.php/registration by clicking Join now!.

You can switch to English/Italian language on the top right of the webpage.
Fill in the fields required to create your profile and remember to:

- Enter your personal informations exactly as presented in your passport;
- The self-generated Italian tax code (codice fiscale) is not official. If you do not already have an official tax code, one shall be issued to you once the university enrolment procedure has been completed. Visit the page dedicated to for more information.
We remind that for any communication about university procedures you will be contacted through email given in registration.
Each User must keep it updated.

We remind you that it is not possible to use PEC, Hotmail, Mail and Live because these domains do not receive any emails from
University.
We have already pointed out the situation to the server administrators but they still treat our emails as spam.
We kindly invite you to use different domains until this situation is fixed.
Thank you!

Email address *

Important! All notifications relating to pre-enrolment will be sent to this address

Confirm email address *

Telephone
(international code
plus telephone
number)

Identity document *

Number *

Issued by *

Valid from *

Day

Month

Year

Expire date

Day

Month

Year

Official home residence:

Country *

ITALY

District *

Select your residence district

City *

Select your residence city

ZIP code *

Address *

* required field

Save
You will receive an email asking you to confirm your account and complete your registration by choosing a password.

In order to start filling out the Pre-enrollment application click on International Students 2022 > Pre-enrol now.
Click on *New pre-enrollment application* to start.

Remember that you can only send **one application for the 2022-2023 academic year**, so you must indicate one university and one study programme.
STEP A:

- select the academic year (2022-2023)
- check your personal data
## Official home address

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street</td>
<td></td>
</tr>
<tr>
<td>Number</td>
<td></td>
</tr>
<tr>
<td>Country</td>
<td></td>
</tr>
<tr>
<td>Town/City</td>
<td></td>
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<tr>
<td>ZIP Code</td>
<td></td>
</tr>
<tr>
<td>Additional address information</td>
<td></td>
</tr>
</tbody>
</table>

## Contacts

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
</tr>
</tbody>
</table>

### Italian tax code: ONLY if you have one (optional)

[GO TO STEP B]
STEP B:

check your passport informations
upload a photo (passport size) and a scanned copy of your passport
indicate at which Embassy/Consulate you will apply for a visa and the reason (degree seeking students should select: “I want to enroll in a study programme”)
select “Università del Salento” and the program for which you received the letter of eligibility for enrolment as well as the curriculum, where available (it is recommended that you not filter the courses by teaching language, so that the curricula are visible).
If you have been accepted for multiple courses, you must choose one
You do NOT need to enter “Identification account at the chosen University/AFAM/Institute”

PRE-ENROLMENT APPLICATION

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**Passport**

- **Passport number**
- **Expiry date**

Upload a passport size picture of your face
Only PDF/jpg/png - 10Mb max are accepted

Upload your valid passport
Only PDF/jpg/png - 10Mb max are accepted

**Visa Application**

- **Country**
- **Where will you apply for a visa?**

Specify the reason for the visa application
I want to enrol in a study course
STEP C:

Upload academic qualification certificates and supporting documents needed for evaluation by UniSalento staff or, if you are a scholarship winner (Unisalento4Talents, PhD scholarship etc.), the documents you provided for your pre-assessment on the Unisalento online application portal:

- final diploma (if available) or provisional certificate - copy of original and Italian/English translation (where necessary)
- certificate showing the exams taken - copy of original and Italian/English translation (where necessary)
- language certificate(s) (where required)
- CIMEA Statement of Comparability/Declaration of Value/Diploma Supplement (where held)
SUMMARY:

Check your details, read the declarations and submit the pre-enrolment application

The undersigned declares:

- he/she is aware that:
  - the data and documents reported in this “pre-enrolment application” correspond to the truth and are aware of the criminal liability deriving from having produced a false, untruthful declaration or containing data no longer corresponding to the truth, as well as being aware that the data reported in this declaration are subject to veracity checks;
  - the pre-enrolment procedure must be completed at the competent diplomatic-consular mission and is not complete with the sending of this “pre-enrolment application” only;
  - enrolment in higher education institutions in Italy is governed by specific procedures issued by the Italian Ministry for Universities and Research, published annually on the website www.studire-in-italia.it/Studentenien;
  - to enrol in study courses, it is necessary to follow the instructions provided by the higher education institution responsible for the chosen course and complete the related procedures, which do not necessarily end with the completion of the pre-enrolment phase;
  - the pre-enrolment procedure and the “pre-enrolment application” do not in any way replace the admission and enrolment procedures for the chosen course, which will be completed in the phase following the issue of the visa for study purposes, after verifying the authenticity of the documentation produced, and also does not imply any claim or automatic acceptance for the purpose of issuing the relevant visa for study purposes;
  - issuing the visa is the exclusive responsibility of the competent diplomatic-consular missions, after verifying that they meet the requirements mandated by current legislation;
  - in the “pre-enrolment application”, the persons authorised to process the data are empowered to rectify any errors in the transcription/translation of personal data, verifying the latter with the data shown in the passport provided;

- he/she undertakes to:
  - provide proof of the pre-determined necessary financial resources and the necessary insurance coverage for medical treatment and hospitalisation in accordance with the provisions of Italian law or to commit to enter into a contract for such insurance coverage upon entry into Italy;
  - forward the application for a STUDENT residence permit to the competent police headquarters within 8 working days of entry into Italy, complete with the required documentation;
  - return to the country of residence upon expiry of the visa if not admitted to or not enrolled in the chosen course.

I have read the data processing

Apply for pre-enrolment  Back to the homepage

By pushing this button your pre-enrolment application will be sent to the University / AFAM / Institute you have chosen. The University / AFAM / Institute will verify your application and forward it, along with information on your admission, to the chosen Consulate.

Check your email regularly and follow the instructions you will receive.