

## Tutorial for applicants graduating from high school

### Step 1. Click on "Registration"

UNIVERSITÀ DEGLI STUDI DI ROMA TOR VERGATA

LOGOUT

Delphi

Access to the Reserved Section

If you are not already signed up to, click on Registration

Registration

Retrieve Password

FISCAL CODE

PASSWORD

ENTER

### Step 2. Insert your personal data

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LOGOUT

Delphi

Registration

Personal Information Registration

NAME \*

SURNAME \*

SEX \* F

FISCAL CODE (IF ISSUED BY THE REVENUE AGENCY)

\*Mandatory value

BACK NEXT

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LOGOUT

Delphi

Registration

Personal Information Registration

DATE OF BIRTH \* 22/06/2005

STATE/PROVINCE OF BIRTH: (SELECT ## FOR FOREIGN COUNTRY) \* EE

COUNTRY: \*

FOREIGN CITY OF BIRTH: \*

E-MAIL \*

PHONE NUMBER \*

CITIZENSHIP \*

\*Mandatory value

BACK NEXT

## Tutorial for applicants graduating from high school

Step 3. If your data is correct click “Confirm displayed information”

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CHECK CAREFULLY THAT ALL THE ENTERED DATA ARE CORRECT

IF THEY ARE CORRECT, CLICK ON THE “CONFIRM INFORMATION DISPLAYED” BUTTON TO COMPLETE THE APPLICATION. WAIT FOR THE PROCESS TO FINISH WITHOUT PRESSING ANY ADDITIONAL KEYS.

IF DATA ARE INCORRECT, CLICK ON “BACK” TO CORRECT THEM.

**Personal Information**

Fiscal Code: \_\_\_\_\_

Name and Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Country of Birth: \_\_\_\_\_

City of Birth: \_\_\_\_\_

E-mail: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Citizenship: \_\_\_\_\_

Step 4. Save the password and fiscal code which were generated by the system.

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The procedure has been successfully completed.  
Save your fiscal code and password to log in and complete the procedure

Password: xxxxxxx

Fiscal Code: xxxxxxxxxxx

Tutorial for applicants graduating from high school  
Step 5. Login with the credentials you received.

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Access to the Reserved Section

If you are not already signed up to, click on [Registration](#)

Registration  
Retrieve Password

FISCAL CODE

PASSWORD

ENTER

Step 6. Click on “Sign up for courses”

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Courses Section

Welcome

Sign up for courses  
My courses  
My contact information  
Logout  
Request Assistance

No registrations

Step 7. Select “Foundation Course – Graduating high school”

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Courses Section

Welcome YUYU YAYA

Sign up for courses  
My courses  
My contact information  
Logout  
Request Assistance

Type of Course:  **Next**

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Step 8. If you agree, click on “I have read and understood the privacy policy”

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FOUNDATION COURSE (graduating high school)

Read the Privacy Policy

**TOR VERGATA**  
UNIVERSITÀ DEGLI STUDI DI ROMA

UFFICI E SERVIZI POSTI ALLE DIRETTE DIPENDENZE  
DEL DIRETTORE GENERALE  
Ripartizione Protezione Dati e Conservazione Digitale

Information pursuant to Article 13 of the EU Regulation 2016/679 ("GDPR")  
for the processing of personal data of users enrolling in FOUNDATION

BACK I HAVE READ AND UNDERSTOOD THE PRIVACY POLICY

Step 9. Confirm your data once again and click “Next”

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FOUNDATION COURSE (graduating high school)

Student information

E-MAIL \*

PHONE NUMBER \*

CITIZENSHIP \*

\*Mandatory value

BACK NEXT

Step 10. Insert the requested data and click “Next”

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FOUNDATION COURSE (graduating high school)

Mailing address

ADDRESS \*

STATE/PROVINCE:  
(SELECT EE FOR FOREIGN COUNTRY) \*

COUNTRY: \*

FOREIGN CITY \*

ZIP CODE \*

\*Mandatory value

BACK NEXT

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Step 11. Select the type of identification and insert the file then click "Next"

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PLEASE FILL IN THE FOLLOWING DOCUMENT

TYPE \*  ID (only EU)  PASSPORT

PDF FILE \* Scegli file Nessun file selezionato  
Upload Pdf file

Fields marked with \* are mandatory.

BACK NEXT

Step 12. Select a study path (Natural Sciences/Social Sciences) and click "Next"

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PLEASE FILL IN THE FOLLOWING DOCUMENT

SUBJECTS CHARACTERIZING THE SOCIAL SCIENCES CURRICULUM

*Italian literature and culture*  
*Geography and history*  
*Principles of economics*  
*Political institutions*  
*Mathematics*

SUBJECTS CHARACTERIZING THE NATURAL SCIENCES CURRICULUM

*Biology*  
*Chemistry*  
*Mathematics*  
*Physics*  
*Political institutions*

SELECTED COURSE OF STUDY \* Select ...

Fields marked with \* are mandatory.

BACK NEXT

Step 13. Select the type of residence document (residence permit, Visa...) and then click "Next"

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PLEASE FILL IN THE FOLLOWING DOCUMENT

PERMIT OF STAY \*  No permit of stay required (only for EU)  Permit of stay renewal  Visa  Permit of stay  Will request a VISA for registration of Foundation Course

RELEASE DATE

*If renewal insert the date of payment on the request receipt*

EXPIRATION DATE

*If renewal insert the date of appointment for finger prints*

TYPE OF PERMIT

*write the type of permit in your possession*

PDF FILE Scegli file Nessun file selezionato  
upload pdf file

Fields marked with \* are mandatory.

BACK NEXT

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Step 14. Upload the english language certificate in pdf file and click "Next"

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PLEASE FILL IN THE FOLLOWING DOCUMENT

PDF FILE \*  Nessun file selezionato

Upload the pdf file of the english language certificate stating the knowledge of the english language (minimum b1 level)

Consult the list of the recognised institutions at the url <https://piattaformaenticert.pubblica.istruzione.it/pool-piattaforma-enti-cert-web/elenco-enti-accreditati>

Fields marked with \* are mandatory.

Step 15. Upload the pdf file of your school reports from your previous years until now

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LOGOUT *Delphi* Versione: test

PLEASE FILL IN THE FOLLOWING DOCUMENT

FILE PDF \*  Nessun file selezionato

Upload the pdf file of your school reports from your previous years until now.

Fields marked with \* are mandatory.

Step 16. Upload the pdf file of the enrollment certificate of your last year of high school

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LOGOUT *Delphi* Versione: test

PLEASE FILL IN THE FOLLOWING DOCUMENT

FILE PDF \*  Nessun file selezionato

Upload the pdf file of the enrollment certificate of your last year of high school

Fields marked with \* are mandatory.



Tutorial for applicants graduating from high school  
Step 20. Click on "Manage"



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Courses Section

Welcome

Sign up for courses  
My courses  
My contact information  
Logout  
Request Assistance

UNIVERSITA' DI TOR VERGATA - FOUNDATION COURSE graduating high school Academic Year 2024/2025 **Manage**

**Print**

Step 21. Registration complete



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LOGOUT  *Delphi* Versione: test

FOUNDATION COURSE (graduating high school)

Registration confirmed

**BACK**