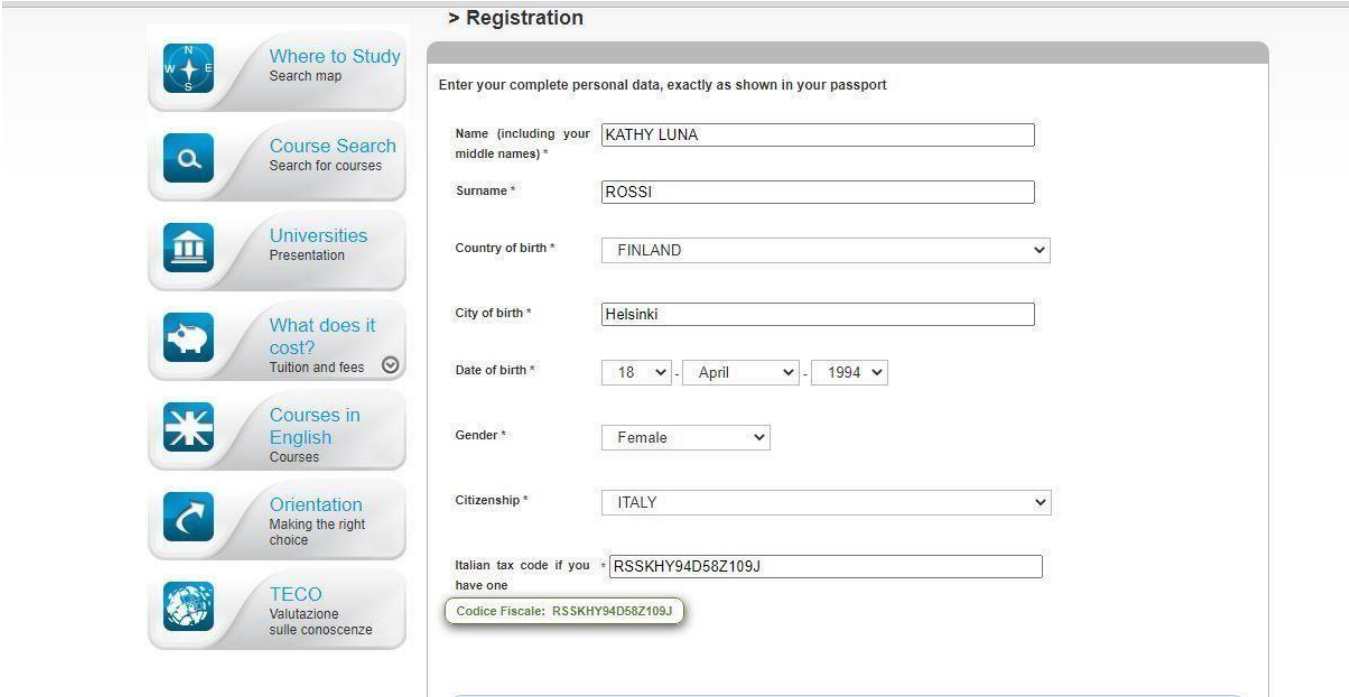


Registration and submission of the application on the **University** portal

STEP 1: Registration

PLEASE, GO TO THIS LINK: <https://www.universitaly.it/index.php/registration/firststep>

You can switch to English/Italian on the top right of the webpage. Fill in the fields required to **create your profile** and remember to enter your personal information exactly as written in in your passport. The Italian **tax code (Codice Fiscale)** will appear automatically and is not official. If you do not already have an official tax code, the correct one will be issued to you once the University enrolment procedure is completed. For further information, please visit the page dedicated: [Your stay, insurance, transport](#) *Please, do not copy the data in the following picture. **Insert your own personal data: this is just an example!***



The screenshot shows a registration form titled "> Registration". On the left, there is a sidebar with navigation buttons: "Where to Study" (Search map), "Course Search" (Search for courses), "Universities" (Presentation), "What does it cost?" (Tuition and fees), "Courses in English" (Courses), "Orientation" (Making the right choice), and "TECO" (Valutazione sulle conoscenze). The main form area contains the following fields:

- Enter your complete personal data, exactly as shown in your passport
- Name (including your middle names) *: KATHY LUNA
- Surname *: ROSSI
- Country of birth *: FINLAND
- City of birth *: Helsinki
- Date of birth *: 18 - April - 1994
- Gender *: Female
- Citizenship *: ITALY
- Italian tax code if you have one: RSSKHY94D58Z109J
- Codice Fiscale: RSSKHY94D58Z109J

STEP 2

Insert your **email address**. Remember to use an email address that you check regularly, as notifications will be sent there. Please, fill in also the fields about your phone number, identity document and official residence.



TECO
Valutazione
sulle conoscenze

have one

Codice Fiscale: RSKHY94D58Z109J

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, Msn 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 *

[Log in](#) | [Forgot your password?](#) | [Why and how to register](#)

Identity document *

Number *

Issued by *

Valid from * - -

Expiry date - -

Official home residence:

Country *

City *

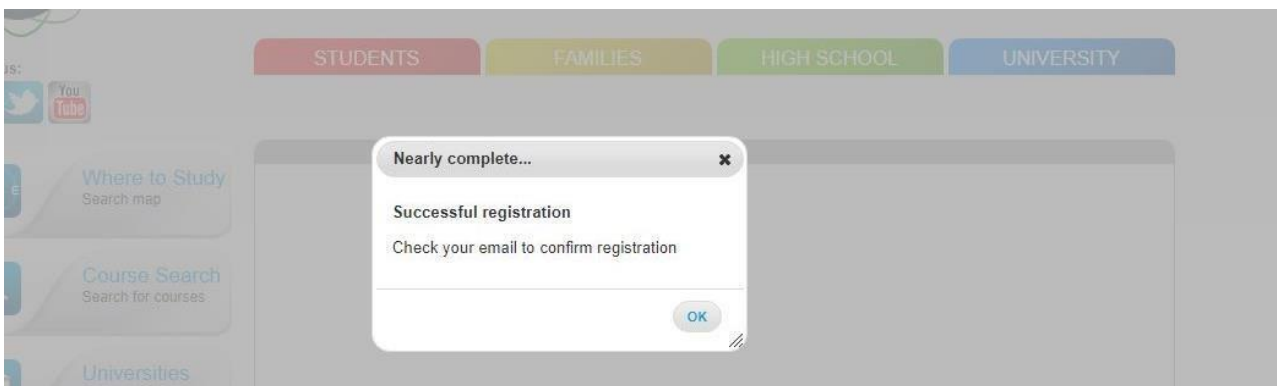
ZIP code

Address *

* required field

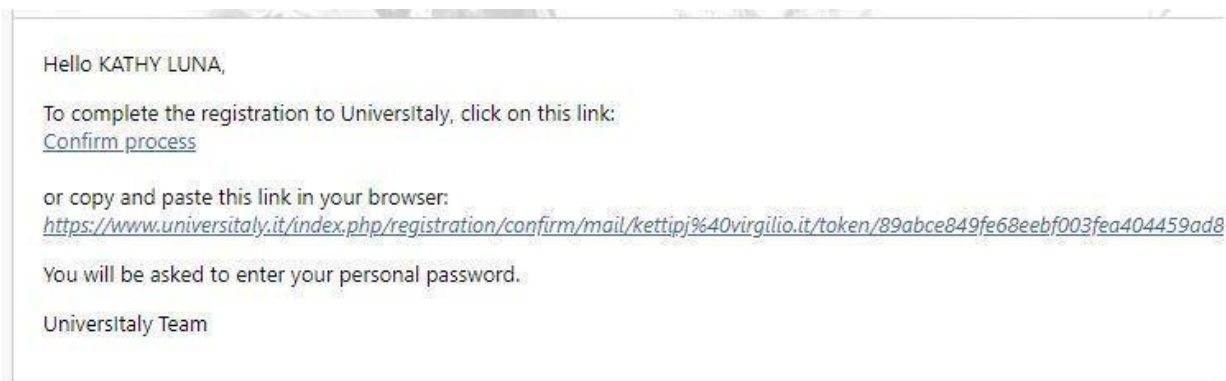
STEP 3

Check your email inbox to confirm your registration on **Universitaly**.



STEP 4

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



STUDENTS FAMILIES HIGH SCHOOL UNIVERSITY

> Registration - nearly complete!

To complete registration please insert a personal password and you will be redirected to your personal page

New Password

Repeat Password

Save

UNIVERSITALY
ITALIAN UNIVERSITY JUST A CLICK AWAY

STUDENTS FAMILIES HIGH SCHOOL UNIVERSITY

Home > Reserved Area

STUDENTS > Reserved area

Personal data

Your personal data

STEP 5

Once you have created your password, **go back to the home page.**

Search on the menu on your right >> INTERNATIONAL STUDENTS

(highlighted in grey colour). Click on *PRE-ENROL NOW* to start.

follow us: f t YouTube

Where to Study Search map

Course Search Search for courses

Universities Presentation

What does it cost? Tuition and fees

Courses in English Courses

Orientation Making the right choice

STUDENTS FAMILIES HIGH SCHOOL UNIVERSITY

ARE YOU AN INTERNATIONAL STUDENT? WOULD YOU LIKE TO COME TO ITALY?

- Discover our academic offers
- Contact the institution for all the information you need
- Carry out the admission procedures
- Check if you need a visa

Do you need a visa? OK, pre-enrol now!

SSM 2020 International Students

Do you need a visa? Pre-enrol now

Accesso Programmato / IMAT

Accesso Programmato 2020 IMAT 2020

OFF 2020/2021 POST-LAUREA

PRE-ENROLMENT APPLICATION APPLICATIONS

New pre-enrolment application

Do you need help?
Support for filling in your application: [Contact your Institution](#)
Technical support: universitaly-stranieri@cineca.it

i Here is some useful information:

Click on "New pre-enrolment application" to start an application. You can stop and continue to fill it in as you prefer. To continue the application click on "Go to application".

You can pre-enrol once to one University and one course.

In order to find your course, you need to select the proper course type. Please check with the university you would like to apply to the correct selection you need to opt. The course type is in Italian only.

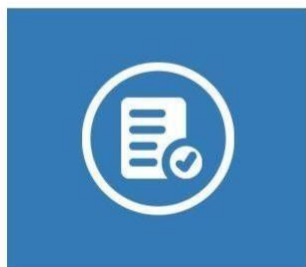
In case you need to modify the application after you have submitted it please contact the University directly, they will check your request and eventually reopen the application.

For any further information about courses, documents, next step of the procedure please contact the University you are applying to.

STEP 6: step A

Remember that you can only send one application for the 2020/2021 academic year, so you must indicate one university and one study programme. Then check your personal data and go to step B.

PRE-ENROLMENT APPLICATION STEP A



Choose the academic year in which you want to enrol / carry out the mobility

2020/2021

Personal data **i**

Name (including your middle names)

KATHY LUNA

Surname

ROSSI

Birth Date

18/04/1994

Gender

F

Country of birth

FINLAND

Town/City of birth

Helsinki

VIET NAM

Hanoi

ZIP Code

35020

Additional address information

Additional address information

Contacts

Telephone

+358 392852090582

E-mail

kettipj@virgilio.it

Italian tax code: ONLY if you have one

(optional)

RSSKHY94D58Z109J

GO TO STEP B

STEP 7: step B

Fill in the fields required about your passport and upload a passport size picture (WELL VISIBLE) of your face and a picture of your valid passport. **PLEASE MAKE SURE THAT YOUR PASSPORT IS VALID OR IS NOT ABOUT TO EXPIRE!**

You can upload pdf, jpeg or png files only.



PRE-ENROLMENT APPLICATION

STEP B

Passport

| | |
|-------------------|-------------|
| Passport number | Expiry date |
| ZDGFNJFXGMKGXHKGC | 14/01/2022 |

Upload a passport size picture of your face
Only pdf/jpeg/png - 10Mb max are accepted
[Scegli file] home.jpg

Upload your valid passport
Only pdf/jpeg/png - 10Mb max are accepted
[Scegli file] ID_Ketti Borille_retro.jpg

Visa Application i

Country

VIET NAM

STEP 8

Enter the name of the Country and of the Embassy/Consulate where you will apply for your visa. Specify the reason for the visa application by including the activity (e.g. study or traineeship) and the type of mobility (e.g. Visiting student/Free mover).

When filling the Course Information, you should add the following data:

Institution: **Università**

Institution Name: **Università Ca' Foscari VENEZIA**

Course type: **Laurea (BA) or Laura Magistrale (MA) or PhD**

and select **English Language**

Visa Application i

Country

JAPAN

Where will you apply for a visa?

AMBASCIATA TOKYO

Specify the reason for the visa application

Visiting students and free movers

Course information

Institution

Università

Institution Name

Università "Ca' Foscari" VENEZIA

Course Type i For more information about Course
Type of the university system click [here](#)

Laurea

Every Languages
 English Language
 Other Languages

STEP 9

When selecting the Course, **choose the Degree that best corresponds to the Degree you are attending at your Home University** and for which you received the letter of eligibility for enrolment (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 have to choose one. **You do NOT need to enter "Identification account at the chosen University/AFAM/Institute"**

Course location

VENEZIA

University: Università "Ca' Foscari" VENEZIA, www.unive.it

Course: Philosophy, International and Economic Studies, Philosophy, International and Economic Studies, <http://www.unive.it/cdl/LT6>

Course type: Laurea

Language: Inglese

Class of degree course (according to Italian law): L-5

Official length of the course: 3 years

ID account at the chosen University / AFAM / Institute

ID account at the chosen U

GO TO STEP C

STEP 10: Qualifications

You are asked to upload the qualifications required to attend the Course you've chosen. Upload the academic qualification certificates and supporting documents that you provided for your pre-evaluation on Ca' Foscari's online application portal:

- final diploma (if available) or provisional certificate - copy of original and Italian/English translation (where necessary) >> **NOT COMPULSORY**
- certificate showing the exams taken - copy of original and Italian/English translation (where necessary)>> **TRANSCRIPT OF RECORDS**
- language certificate(s) (where required) >> **LANGUAGE CERTIFICATE AT A B2 LEVEL OF ENGLISH OR ITALIAN LANGUAGE**



Do you need
Institu
Insti
In
In
In
In

VENEZIA

https://www.
home@unive.it
2347936



Qualifications

Upload the qualifications that allow access to the chosen course, according to the information provided by the institution of higher education, with any translations and supporting documents and language certificates.

Upload qualification Qualifications and language certificates

Only pdf/jpeg/png - 10Mb max are accepted Certification of English language proficiency

Scegli file Diploma di Master_KETTI BORILLE.pdf

Qualification name

Qualification name

UPLOAD QUALIFICATION

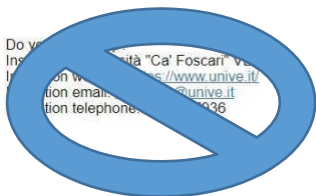
SUMMARY

STEP 11: Summary

Check the data you've entered and at the end tick the "I have read the data processing". Then click on **Apply for Pre-enrolment**.



PRE-ENROLMENT APPLICATION SUMMARY



| | | | |
|-----------------------|------------|-----------------------|----------|
| Name | KATHY LUNA | Surname | ROSSI |
| Birth Date | 18-04-1994 | Gender | F |
| Country of birth | FINLAND | Town/City of birth | Helsinki |
| Current Citizenship 1 | ITALY | Current Citizenship 2 | |

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.

and you're done!

IN CASE OF QUESTIONS OR DOUBT, YOU CAN CONTACT:

incoming.mobility@unive.it

Please, mind that you can also count on the Italian Embassy or Consulate you will apply for your VISA.