If you are successful in the admission exam, you must complete enrolment within the deadline stated in the rankings.

The ranking will be published on the Matricolandosi portal, Concorsi, Graduatorie with all the deadlines and the list of replacement students (only in Italian). You will not receive any personal communication, therefore you are responsible for checking the ranking by following the pages mentioned above. If you are successful, the deadline within which you must complete enrolment is the deadline listed in the table and failure to meet this deadline results in the loss of your right to enrol.

**STANDARD ENROLMENT**

If you are successful in the admission exam, you must complete the following procedure within the deadline stated in the rankings.

1. Register on the Alice portal [http://www.studenti.unipi.it/](http://www.studenti.unipi.it/)
2. Select the heading “Scelta del corso (immatricolazioni)” / “Course selection (enrolment)”
3. On the page “Scelta tipo domanda di Immatricolazione” / “Select type of enrolment application”, select “Immatricolazione standard” / “standard enrolment”
4. Continue with the process by selecting the course
5. Print the enrolment form FORIM
6. If you have not submitted an application for DSU benefits, print the electronic invoice MAV of the first instalment in the section “Tasse” / “Fees” and proceed to the payment (the amount must be within the deadline). You must also log in on the Admission test portal [http://testingresso.adm.unipi.it/](http://testingresso.adm.unipi.it/) using the same credentials as the Alice Portal, within the deadline, and:
   - Select “Immatricolazione standard” / “standard enrolment”
   - Then upload the receipt of application for DSU benefits or of the receipt of the payment of the first instalment.
7. Bring the following documents with you to the WIS! (Welcome International Students!) Helpdesk at the Centro Matricolandosi within the deadline stated in the rankings:
• the original version and a photocopy of your High school diploma and its photocopy
• Official translation into Italian of the Diploma, legalised (or with an "apostille") and validated by the Italian diplomatic authorities in their home country with the Declaration of Value (DV) of High School Diploma (Dichiarazione di Valore) - issued by the Italian diplomatic authorities in their home country with the Declaration of Value (DV) of High School Diploma (Dichiarazione di Valore) and verifying that 12 years of schooling have been already attended. Alternatively, the ENIC-NARIC certificate is accepted (in Italian or in English Language). Please include photocopies of all documents
• The enrolment form (FORIM)
• A scanned copy of the residency permit (or the Post Office receipt declaring the application for the Residency Permit)
• The individual electronic invoice (MAV) payment receipt of for the first instalment of the tuition fees (356 Euros) or the receipt of DSU scholarship application

The Centro immatricolazioni – WIS helpdesk in Via Buonarroti n.4 – Building E open from 26 July until 12 October 2018 from 9:00 until 12:00.
From 15 October 2018 until 28 December 2018 you must book an APPOINTMENT by emailing international@unipi.it at the International Office, Lungarno Pacinotti, 44, Pisa.