

VADEMECUM

(NON-EU STUDENTS SELECTED AT THE GALILEAN SCHOOL OF HIGHER EDUCATION)

ADMISSION AT THE UNIVERSITY OF PADOVA

Please be aware that applying and being admitted at a Second Cycle Degree (Master Degree) at the University of Padova is **required** in order to be admitted at the Galilean School too. For this reason, please read carefully and stick to the **application procedures and deadlines** available at this [link](#). All the info related to the **enrolment process (after being admitted to both UniPD and the Galilean School)** can instead be found at this [link](#).

Preliminary step for NON-EU citizens:

if you are a Non-EU citizen residing outside Italy, first of all you have to **apply to the Italian embassy or consulate in your country**.

Before the end of July 2018 (the exact date will be defined at a later stage, please check <http://www.studiare-in-italia.it/studentistranieri/> for updates), you must fill in and deliver a pre-registration form ("Form A") **directly to the embassy**, indicating the Second Cycle Degree that you wish to study at the University of Padova: <http://www.unipd.it/en/study-english-non-european-citizens-residing-outside-italy>.

To download the "Form A" go to http://www.studiare-in-italia.it/studentistranieri/testo_delle_norme.html and select "Form A (versione in lingua inglese)".

When you fill the "Form A", in the section "The candidate applies for pre-enrolment in:", **you must indicate your chosen Second Cycle Degree at the University of Padova (and NOT the Galilean School)**.

The Italian embassy or consulate will send your nomination to the University of Padova (Enrolment Office), will provide you with information about admission tests, and eventually will provide you with an entry visa for Italy. Be aware, that **Tourist Visas are not accepted** by the University of Padova. Normally, the Enrolment Office of the University of Padova decides whether to accept your nomination by the end of July.

Further info on the admission tests and other deadlines can be found in the [admission notices \(admission bulletins\)](#), which are progressively published every year. **Please read carefully the admission notice of your chosen Second Cycle Degree Course for information on the deadlines and the steps.**

All interested candidates must complete the pre-enrolment to their chosen Second Cycle Degree, following carefully the instructions which can be found in the admission notices. Furthermore, non-EU students residing abroad must present their pre-registration form ("Form A") at an Italian Embassy (see above).

At your arrival in Italy: if you are a Non-EU citizen residing outside Italy,

1) You must apply for the **residence permit**. Please read carefully and follow the procedures explained at this [link](#).

2) You must present yourself to the Enrolment Office of the University of Padova following the guidelines you can find at this [link](#) and the deadlines indicated in the admission notices of your chosen course.

When you present yourself to the Enrolment Office, please remember that you must always deliver the "Form A", the receipt of the payment of a non-refundable application fee (*Pre-enrolment wire transfer form* - 30 €) and the *Credit Pre-Evaluation Form* with all its requested attachments (e.g. High School and Bachelor Diploma, both translated, legalised, and with their statement of validity; the Bachelor transcript of records, with a description of the course programmes, hours and marks, translated, legalised, and with its statement of validity).

Please note that if you pre-enrolled in a course held in Italian or containing also units in Italian, you must also take a **spoken Italian language test**. The test is **not** compulsory for EU citizens, EU-Equated citizens and Non-EU citizens with a valid residence permit or for those who got a high school diploma from an Italian school abroad or from a school mentioned in the *allegato 2* (<http://www.studiare-in-italia.it/studentistranieri/>). If you have a certificate of Italian knowledge (at least CELI level B2), you can ask the Foreign Qualification Office to be exempted from the test ("Ufficio Titoli Esteri", e-mail: segstud.titoliesteri@unipd.it, Call Centre: ++39 0498273131). Applicants (EU and NON-EU) to degree courses **completely held in English** are exempted too.

The test is a conversation in Italian about a subject connected with the chosen degree course. Failing the test will prevent students from being admitted to any degree course in any Italian university. The Italian language test for the academic year 2018/2019 will be held at the beginning of September 2018 (**the exact date will be defined at a later stage**).

After these steps, you can be enrolled at the University of Padova.

ACADEMIC FACILITIES AT THE GALILEAN SCHOOL

As **Galilean** students, you are provided with

- one round trip ticket **refund** from/to the country of origin (economy class) up to 1.500,00 Euros for each Academic Year;
- **covering** of the cost of books and miscellaneous documented expenses of educational nature, within reasonable limits;
- **free** room and board in the University student houses and canteens. Be aware that the accommodation at the Galilean School requires the payment of a 300 € security deposit at your arrival. The deposit can be refunded at the end of your stay, following the College regulations which will be illustrated at your arrival.

Please note that a monthly salary is **NOT** provided! The Galilean School reserves the right to provide an economic help up to 5.000,00 Euros for each academic year (PLEASE NOTE THAT THIS CONTRIBUTION IS SUBJECT TO THE ECONOMIC AVAILABILITY OF THE GALILEAN SCHOOL AND TO THE EVALUATION BY A SPECIFIC COMMITTEE; NO OTHER SCHOLARSHIPS WILL BE COMPATIBLE WITH THIS GRANT).

Enrolling at the University of Padova implies the payment of a **fee**. Please note that several fee-waiver options are offered to students enrolling in one of its degree courses completely held in English, as explained [here](#) (these benefits are not automatic, one has to apply for them). For more information: Servizio Diritto allo Studio e Tutorato, Tuition fees, exemptions, scholarships, part-time collaborations, via Portello, 31 - 35129 Padova, Tel.: +39 049 827 3131 (Call Centre) - fax +39 049 827 5030, e-mail: service.studenti@unipd.it.